

ORDINANCE NO. 08-2023-16

Adopt the Wisconsin Municipal Record Schedule

The Town Board of the Town of Agenda does ordain as follows:

SECTION 1: The ordinance is entitled the Town of Agenda Ordinance to Adopt the Wisconsin Municipal Records Schedule. The purpose of this ordinance is to provide the legal custodian(s) of public records I the possession of the Town of Agenda with the authority to retain and destroy those records.

SECTION 2: The Town Board of the Town of Agenda, Ashland County, Wisconsin, has the specific authority under ss. 60.83 and ss. 19.21, Wis. Stats., to adopt an ordinance to address the management and destruction of public records.

SECTION 3: The Wisconsin Municipal Records Schedule, is approved by the Public Records Board on August 18, 2018, attached hereto and incorporated herein by reference, is hereby adopted by the Town Board of Agenda as th Town's official record retention schedule.

SECTION 4: When a record has met the terms of the retention period, the record may be destroyed by the legal custodian of the record, provided the custodian has complied with the notification requirement set forth in s. 19.21(4), Wis. Stats., to the Wisconsin State Historical Society.

SECTION 5: In the event of any conflict between the terms of this ordinance and any applicable state statute, the applicable state statute shall control.

SECTION 7: This ordinance hereby revokes and supersedes any prior resolutions or ordinances adopted by the town board relating to the retention and/or destruction of public records of the Town of Agenda.

SECTION 8: This ordinance shall become effective upon its publication and/or posting in the manner set forth in s. 60.80, Wis. Stats.

Adopted this 16th day of August,, 2023. By the Town Board of the Town of Agenda, Ashland County Wisconsin.

SIGNED: Gerry Paluch Chairperson
Don Wheeler Supervisor
Deanna Wegner Supervisor
ATTEST: mgmado Clerk